



DEPARTMENT OF THE ARMY
HEADQUARTERS, 18TH MILITARY POLICE BRIGADE
MANNHEIM, GERMANY APO AE 09058

REPLY TO
ATTENTION OF

AETV-MP-H

21 July 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 18th Military Police Brigade Command Policy Memorandum #8, Safety

1. References:

- a. AR 385-10, 29 February 2000, The Army Safety Program.
- b. FM 100-14, 23 April 1998, Risk Management.
- c. USAREUR Regulation 190-1, 09 March 2005, Registering and Operating a POV in Germany.
- d. USAREUR Pamphlet 385-15, 18 May 2005, Leaders Operational Accident-Prevention Guide.
- e. USAREUR Command Policy Letter #3, Safety, 18 April 2006
- f. 21st TSC Command Policy Letter #13, Safety, 7 March 2006
- g. 18th MP BDE Safety SOP.

2. The unit safety program is a commander's responsibility. Commanders will ensure the following is accomplished:

- a. Foster a safety-oriented environment that promotes and rewards both leaders and soldiers for maintaining vigilance in regards to managing risks and maintaining safety during all aspects of mission accomplishment to include off duty and dependent safety.
- b. Establish a Safety SOP. Unit Safety SOP will address issues that are specific to the unit or area of operation. Avoid including information that is contained in other guidance when possible.

c. Establish an effective Safe Ride Home Program. Ensure these programs preclude any negative repercussions for soldiers using the program.

d. Appoint a safety officer and NCO per company. Safety personnel will be SOC 40 trained within 90 days of appointment. SFC and above will take the Commander's Online Safety Course. Unit safety NCOs will take the Additional Duty Online Safety Course (ADSC).

e. Ensure that a DA Form 285 (AGAR) using Accident Reporting Automation System (ARAS) is completed for all accidents that result in restricted or lost duty of any soldier or damage to government equipment. Review forms for accuracy and forward copies through the chain of command to the brigade safety office.

f. Notify the Brigade Safety Manager of each accident regardless of classification, within 24 hours of the occurrence via email myrickr@hq18mp.mannheim.army.mil. This notification is in addition to and does not preclude the requirement to conduct and investigation or file a written report.

g. Battalions and companies will conduct Quarterly Safety Advisory Council Meetings, prepare minutes and forward results to the next higher command.

h. All units will conduct and record results of POV inspections. Ensure that ALL vehicles registered to a soldier are inspected. Results will be consolidated and tracked in a manner that will ensure that all soldiers and inspections are conducted on a re-occurring basis. Results of company level POV inspections will be reviewed during OIP and SAV. Soldiers going on Leave, Pass, or TDY will complete a POV risk assessment in ASMIS-2 if they are operating a vehicle.

i. All units will track driving violation points assessed to soldiers and their family members.

j. Commanders will enforce Risk Management using the five step process. The standard for risk management is leadership at the appropriate level of authority making informed decisions to control hazards or accept risks. Surveys will be used to accurately identify soldiers in the High Risk category. Data on the number of High Risk soldiers assigned to the unit and actions taken to reduce the risk of those identified soldiers will be maintained.

k. Include Telephonic Safety Report notification instructions in each Staff Duty/Charge of Quarters SOP. Include Battalion, Brigade and BSB notification standards.

3. Unit Safety SOPs will direct the exact method each company will use to comply with the requirements of the Army Safety Program and/or other guidance as required. Copies of unit Safety SOPs will be forwarded to the BDE Safety Office for review.

4. Leaders at all levels must take aggressive and proactive measures to protect both soldiers and family members from avoidable risk and safety hazards.

AETV-MP

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5. POC for this memorandum is the undersigned at DSN 382-5600.

"EVER VIGILANT!"

A Top Priority

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[Signature]
MARK S. SPINDLER
COL, MP
Commanding